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N75FUNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION1937 AGRICULTURAL CONSERVATION PROGRAM
NORTH CENTRAL REGIONFor Use by Committeemen

Instructions for Listing Range Land Data and
Adjusting Grazing Capacity in Counties in
Nebraska and South Dakota in Which a Range
Program is Carried on in Connection with the
1937 Agricultural Conservation Program.

The data to be used in the 1937 Range Program for all ranches for which an appraisal of the grazing capacity is made, will be listed in the county office on the range listing sheets, Form NCR-151. The clerical assistants will list the data indicated for the columns from the County Range Inspector's Report, Statement of Intentions, and other available forms on file in the county office. Two sets of listing sheets will be made; one set to be retained in the county office and the other set to be forwarded to the State office.

The first line of the second and all succeeding listing sheets for each range inspector district will be left blank. Columns 17 to 19, inclusive, will be used by the State committee. No entries will be made in columns 20 to 31, inclusive, until after the execution of compliance forms.

For the purposes of listing range land data and adjusting the carrying capacity for range land, the county committee shall divide the county into range districts. Each range district shall include all the area within which each county range inspector makes grazing capacity appraisals. The county committee shall assign a range district number to each of the range inspector districts. Begin numbering range inspector districts with number R-1 and continue numbering consecutively using the letter "R" before each number.

The data for all ranches for which an appraisal of the grazing capacity is made will be listed by range inspector districts without regard to minor civil divisions. If more than one listing sheet is used in a range inspector district, obtain the totals for the indicated columns on the first sheet and transfer such totals of sheet No. 1 to the blank line at the top of sheet No. 2 before adding sheet No. 2. Follow this procedure for all succeeding sheets, transferring the accumulative totals from the bottom of one sheet to the top of the succeeding sheet.

I. Listing Data on Range Listing Sheet

The procedure to be followed in making entries of 1937 Range Program data in the county office is as follows:

1. Enter at the top of the range listing sheet the number of the range inspector district, the name of the county and the State, the county range inspector's name, the clerical assistant's name, and the county average grazing capacity limit established for the county by the United States Forest Service.
2. Enter the data indicated for columns 1 to 10, inclusive, as follows:
 - (a) Enter in column 1 the 1937 serial number for each ranch. Begin assigning serial numbers with number R-1 and continue numbering consecutively for the county using the letter "R" before each number. The serial numbers will be assigned after the State committee has entered data in columns 17 to 19, inclusive, and the listing sheets have been returned to the county office.
 - (b) Enter in column 2 the name of each ranch operator. The names of ranch operators shall be listed alphabetically by range inspector districts. List the surname first followed by the given names or initials as signed by the operator on the "application for membership" card, Form NCR-150.
 - (c) Enter in column 3 the Post Office address of the ranch operator.
 - (d) Enter in column 4 the name of the minor civil division wherein the headquarters of the ranch is located.
 - (e) Enter in column 5 the total number of acres of land in the ranch.
 - (f) Enter in column 6 the total number of acres of range land in the ranch. This entry will include the acreage of range land devoted to the grazing of livestock and the range land from which wild hay is usually harvested.

- (g) Enter in column 7 the number of acres of farm land in the ranch. This entry will include only that acreage which would be classified as cropland under the 1937 Agricultural Conservation Program.
- (h) Enter in column 8 the number of acres of range land from which wild hay has been or will be harvested in 1937. This entry will be made after performance is checked in the fall.
- (i) Enter in column 9 the number of acres of wasteland and other land in the ranch not used as farm land and which is unsuited to the production of wild hay or to the grazing of livestock.
- (j) Enter in ink in column 10 the total number of animal units appraised by the county range inspector for the range land in each ranch. These entries will be obtained from the Range Survey Field Record executed by the range inspector at the time of making the appraisal of grazing capacity. Verify such entries and initial at the head of the column.

II. Adjustment of Grazing Capacity

Before making adjustments in the grazing capacity for individual ranches, the county committee in cooperation with the county range supervisor and county range inspectors shall recommend for approval by the State committee a preliminary average grazing capacity limit for all of the range land in each county range inspector's district. Such preliminary average grazing capacity limit shall be expressed in terms of the average number of acres of range land required for one animal unit for a period of twelve months. The grazing capacity "spot checks" used by the United States Forest Service in the determination of the Forest Service county average grazing capacity limit shall be considered by the county committee when recommending the preliminary average grazing capacity for each county range inspector's district.

A map of the county showing the boundaries of each county range inspector's district and a memorandum, to be attached to the map, showing the preliminary average grazing capacity limits for each of the range inspector districts shall be prepared by the county committee and forwarded to the State committee office with the range listing sheet.

After entries in columns 2, 3, 4, 5, 6, 7, 9, and 10 of the range listing sheet have been made and the entries in column 10 have been verified according to instructions in item (j) of step 2, Section I, proceed as follows:

1. Obtain range district totals of the entries in columns 5, 6, 7, 9, and 10 of the range listing sheet. Verify and initial such totals.
2. Divide each entry in column 6 of the range listing sheet by the corresponding entry in column 10 and enter the result rounded to one decimal in column 11. Verify each entry in column 11 and initial at the head of the column. The entries in column 11 represent the number of acres required for one animal unit for a period of twelve months according to the county range inspector's appraisals.
3. Enter in column 12 of the range listing sheet the county range inspector's revised appraisal of the number of acres required for one animal unit. The county range inspector should review the recommendations in column 11 and if, in his opinion, any recommendations are not equitable, he should make necessary adjustments so that the grazing capacity recommended for each ranch in column 12 is equitable compared to similar ranches in his district. If any entries in column 11 are not changed, such unchanged entries should be transferred to column 12.
4. Enter in column 13 of the range listing sheet the county committee adjusted number of acres per animal unit. The county committee, in cooperation with the county range supervisor and county range inspector for each district, should review the county range inspector's recommendations in column 12 of the range listing sheet to determine whether the grazing capacity recommended for each ranch is equitable compared to similar ranches in the county range inspector's district.

If, in the opinion of the county committee and the county range supervisor, any recommendations in column 12 are not equitable, the necessary adjustments should be made and the adjusted recommendations entered in column 13 of the range listing sheet. If any entries in column 12 are not changed, such unchanged entries should be transferred to column 13.

III. Adjustment of Grazing Capacity to County Grazing Capacity
Limit Established Under 1937 Conditions By the Forest Service

The computations made in adjusting the preliminary average grazing capacity limit for each county range inspector's district to the county limit established under 1937 conditions by the Forest Service shall be recorded and filed in the county office. These computations are set forth in steps 1 to 6, inclusive, of this Section III. A copy of such computations must be forwarded to the State committee office with the range listing sheets.

After it has been determined that the requirements of step 1 of Section II have been met and the entries in column 11 of the range listing sheet are correct and the county committee recommendations have been entered in column 13 of the range listing sheet, proceed as follows:

1. Prepare a county summary of the range listing sheet data either on the last sheet for the district which bears the last assigned range inspector district number or on a separate range listing sheet, labeling such sheet "County Summary." Enter in column 1 of such county summary the number of ranches for which data have been listed. List in column 2 the range inspector district number for each of the respective range inspector districts and enter in columns 5, 6, 7, 9, and 10 the totals for each such district.
2. Obtain county totals of the entries in columns 1, 5, 6, 7, 9, and 10 of the county summary. Verify and initial such totals. The sum of the totals in columns 6, 7, and 9 should be equal to the total in column 5. If such is not the case, make necessary corrections.
3. Multiply the preliminary average grazing capacity limit for each range inspector district by the total of column 6 for the respective district and obtain the county total of such extensions.
4. Divide the county total of the extensions obtained in the preceding step by the county total of column 6 of the county summary and round the result to one decimal.
5. Divide the county average grazing capacity limit established under 1937 conditions by the Forest Service and entered at the top of the range listing sheet by the result obtained in the preceding step, to obtain an adjustment factor to be applied to the preliminary average grazing capacity limits recommended by the county committee for the individual range inspector districts.

6. Multiply each preliminary range inspector district average grazing capacity limit by the adjustment factor obtained in the preceding step and enter the result rounded to one decimal in the appropriate space at the top of the listing sheet for the respective range inspector district. This entry represents the range district average grazing capacity limit to which the grazing capacity for individual ranches in the range inspector district must be adjusted.
7. Multiply each entry in column 13 of the range listing sheet by the corresponding entry in column 6 and enter the result rounded to a whole number in column 14. Verify each entry in column 14 and initial at the head of the column.
8. Obtain range inspector district totals of the entries in column 14 of the range listing sheet. Verify, initial, and transfer such totals for the respective range inspector districts to column 14 of the county summary.
9. Divide each range inspector district total in column 14 of the county summary by the total of column 6 for the respective range inspector district, and enter the result rounded to one decimal in column 13 of the county summary. Verify such entries and initial at the head of the column. Transfer such entries from column 13 of the county summary to the total line in column 13 of the range listing sheet for the respective range inspector districts.
10. Divide the average grazing capacity limit for each range inspector district entered at the top of the range listing sheet by the weighted average grazing capacity for the respective range inspector district entered on the total line in column 13 of the range listing sheet, to obtain an adjustment factor to be applied to the individual grazing capacity entries in column 13. After verification, enter such factor at the head of column 15 of the range listing sheet.
11. Multiply each entry in column 13 of the range listing sheet by the adjustment factor at the head of column 15 and enter the result rounded to one decimal in column 15. Verify each entry in column 15 and initial at the head of the column. The entries in column 15 represent the number of acres of range land required for one animal unit for a period of twelve months on the basis of the county average grazing capacity limit established under 1937 conditions by the Forest Service.

12. Multiply each entry in column 15 of the range listing sheet by the corresponding entry in column 6 and enter the result rounded to a whole number in column 16. Verify each entry in column 16 and initial at the head of the column.
13. Obtain range inspector district totals of the entries in column 16 of the range listing sheet. Verify, initial, and transfer such totals for the respective range inspector districts to column 16 of the county summary.
14. Obtain the county total of the entries in column 16 of the county summary. Verify and initial such total.
15. Divide each range inspector district total of column 16 of the county summary by the total of column 6 for the respective range inspector district and enter the result rounded to one decimal in column 15. Verify such entries and initial at the head of the column. Transfer each entry in column 15 of the county summary to the total line in column 15 of the range listing sheet for the respective range inspector districts. This entry represents the weighted average of the grazing capacity entries for the range inspector district in column 15 of the range listing sheet and should not differ from the range inspector district average grazing capacity limit entered at the top of the range listing sheet by more than 0.5. If such is not the case, make necessary corrections.
16. Divide the county total of column 16 of the county summary by the county total of column 6 and enter the result rounded to one decimal in the appropriate space at the top of the range listing sheet. This entry should not differ from the county average grazing capacity limit established for the county under 1937 conditions by the Forest Service by more than 0.5. If such is not the case, make necessary corrections.

Immediately following completion of the listings and the county committee adjustments, the county committee shall forward (1) the range listing sheets, (2) the map of the county showing boundaries of range inspector districts, (3) the memorandum relative to the preliminary range inspector district grazing capacity recommendations, and (4) a copy of the computation sheets used in adjusting the range inspector district grazing capacity limits to the Forest Service county limit, to the State committee office for final analysis and determination of grazing capacity on the basis of the normal grazing capacity for the county.

